BY ORDER OF THE
SECRETARY OF THE AIR FORCE

AIR FORCE MANUAL 32-4004

1 DECEMBER 1995

Civil Engineer

EMERGENCY RESPONSE OPERATIONS

OPR: HQ AFCESA/CEXX
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Supersedes AFR 355-1, Chapters 2, 10, and 11, 15 Mar 92

Certified by: HQ AFCESA/CC
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Pages: 77
Distribution: F

This manual implements AFPD 32-40, Disaster Preparedness and AFI 32-4001, Disaster Preparedness Planning and Operations. It provides explanation and procedures for responding to emergency operations. This AFMAN provides guidance on response organizations, phases of response, SAFE HAVEN and SAFE Parking response, nuclear reactor accident response, and natural disaster response to each level of command within the United States Air Force.

SUMMARY OF REVISIONS

This AFMAN changes all disaster preparedness office references to the readiness flight. It also incorporates guidance for responding to an accident involving advanced aerospace materials/composites.

Chapter 1

EMERGENCY RESPONSE OPERATIONS

Section 1A—Organizations

1.1. Levels of Response. The United States Air Force has three levels of response organizations for supporting or conducting emergency response operations.

1.1.1. At HQ USAF, the response organization is the HQ USAF Contingency Support Staff.

1.1.2. At Major Command (MAJCOM) and Air Reserve Component (ARC) headquarters, the response organization is the disaster support group (DSG). The DSG may be the contingency support staff, battle staff, crisis action team, or any other element with command and control authority.

1.1.3. At the installation level, the response organization is the disaster response force (DRF). The DRF is made up of the disaster control group (DCG), the base command post (and all its sub-elements such as the survival recovery center and contingency support staff), unit control centers, and specialized teams. AFI 32-4001, Disaster Preparedness Planning and Operations, contains Air Force policy on emergency response. Response procedures and phases of response for the DRF during major accident response operations are listed in **Chapter 2**. **Attachment 2** contains information and generic checklists for response members, nuclear reactor or incident emergency response planning and Safe Haven operations. **Attachment 3** contains guidance for response to accidents where advanced aerospace materials/composites are involved. Response procedures and phases of response for the DRF during natural disasters are listed in Chapter 3.

1.2. Disaster Control Group (DCG). The Air Force uses the installation DCG for initially responding to peacetime major accidents and natural disasters. It provides for on-scene command and control of military resources and functional expertise.

1.2.1. The DCG coordinates and directs operations and support requirements with the command post, unit control centers, specialized teams, and coordinates with civil and governmental authorities.

1.2.2. Primary and alternate functional representatives are required. Primary representatives should be organization commanders or chiefs; alternates should be functional experts delegated the same authority as the primary representative.

1.2.3. Composition and responsibilities vary with the resources, capabilities, and mission of each installation. Responding functional representatives perform duties inherent to their specific mission. If support requests exceed the capability of the installation, requests should be sent to higher headquarters. The following are recommended composition and response requirements for the DCG:

1.2.4. On-Scene Commander. Support Group commander, or a designated alternate, in the grade of lieutenant colonel, GS-14, or higher. During response operations, the OSC:

- Directs actions to mitigate damage, save lives, restore primary mission assets, and assist civil authorities.
- Provides on-scene command and control of deployed elements.
- Determines the status of operations. Serves as the senior military representative until recovery operations are complete or until relieved by a higher authority or responsible agency.

•Coordinates military activities with civil authorities, as required.

•Establishes communication with the nearest military installation.

•Controls access to the accident site. Identifies authorized people to security forces.

•With the advice of the staff judge advocate, directs the establishment of national defense areas (NDA). (NDAs are not applicable in overseas areas. Units should follow host-nation agreements.) Relay this information to the command post and responding control group members.

•Directs the establishment of on-scene control and initial monitoring points.

•Releases information about the emergency response operation.

•Coordinates required support for higher headquarters response elements deployed to the scene.

•Assesses the threat of terrorists or potential protesters to response resources at the accident scene.

•Works with mishap and accident investigation boards.

1.2.5. Civil Engineer.

1.2.5.1. Assesses damage to government and private real property.

1.2.5.2. Coordinates restoration, repair, and other civil engineer emergency support.

1.2.5.3. Through the environmental flight provides environmental protection advice for compliance with local, state, and national requirements.

1.2.5.4. Through the readiness flight:

•Advises the OSC concerning major accident and natural disaster response and recovery policies and procedures. Maintains communication link between the command post and accident site. Provides periodic situation updates at the scene.

•Maintains log of events for all on-scene actions and communications. Develops after action reports and lesson-learned and forwards these reports to higher headquarters counterparts.

•Performs hazard prediction using available software based on hazardous material type, source strength, amount involved, type spill, etc.

•Advises on evacuation and cordon size.

•Performs radiological surveys (radial or grid) under the direction of the Service Response Force.

•Provide input to OPREP-3 reports through the installation command post.

•Operates the mobile command post vehicle .

•With the bioenvironmental engineer, directs monitoring and contamination control actions. Establishes an initial contamination control station (CCS).

•Monitors personnel posted around the cordon to ensure they are not in a contaminated area.

1.2.5.5. Fire Department.

•The senior fire department representative takes command of on-scene operations and performs the duties listed in paragraph **1.2.4.** until the OSC arrives. The representative also designates the entry control point (ECP) location and determines the initial disaster cordon size.

•Briefs the OSC upon arrival at the accident scene.

•Provides the supporting weather unit and/or hazard prediction capability operator with information concerning hazardous material type, source strength, amount, etc., to calculate a toxic corridor.

•Orders emergency withdrawal, if necessary.

1.2.5.6. Explosive Ordnance Disposal. Advises the OSC on weapons recovery and supervises the initial render-safe procedures.

•Provides support and technical guidance on explosive components and weapon and weapon component recovery, and coordinates with munitions for additional support.

•On initial entry into the scene of a nuclear weapons accident, monitors for radiological hazards.

1.2.6. Security Police.

•Advises the OSC on security measures and ensures that classified material is protected.

•Establishes and maintains physical security of the disaster cordon, NDA (CONUS only), ECP, and on-scene control point (OSCP).

•Establishes entry control procedures, such as a badging system, to control access to the accident site or disaster scene.

•Coordinates with civilian law enforcement agencies.

•Advises the OSC on procedures for establishing a NDA (CONUS only).

1.2.7. Medical Representative.

•Advises the OSC on the status of medical treatment activities.

•Coordinates with local medical facilities and directs the treatment and decontamination of medical casualties at those facilities.

•Advises the OSC on blood-borne pathogen protection for emergency responders.

•Acts as liaison with base medical facility for on and off base medical needs.

•Provides medical support for responders and accident investigation teams.

1.2.8. Bioenvironmental Engineering (Health physicist or medical representative in the bioenvironmental engineer's absence).

•Evaluates the occupational, radiological, and environmental health hazards at or near the accident or disaster scene .

•Determines protective measures and equipment for personnel entering the accident or disaster scene.

•Advises the OSC to evacuate people, including evacuating civilian areas.

•With readiness flight, determines the need for monitoring personnel, CCS procedures, and contamination control requirements. In coordination with the OSC, the bioenvironmental engineer will direct processing of personnel out of the cordon through the CCS until it is determined there is no contamination.

•Coordinates with the medical treatment representative regarding monitoring and decontaminating medical casualties.

•Coordinates with mortuary affairs officer to determine procedures for decontaminating remains.

1.2.9. Maintenance. Supervises aircraft, missile, and support equipment evacuation.

1.2.10. Munitions.

- •Provides technical guidance on weapon components and their recovery.
- •In coordination with Explosive Ordnance Disposal (EOD), renders safe and recovers weapons and system explosive components.

1.2.11. Transportation.

- •Advises the OSC on the availability or limiting factors of transportation resources.
- •Obtains cargo or passenger manifests from home station of strategic airlift aircraft, when applicable.
- •Ensures the availability of transportation for all DCG members (when required) from the assembly point to the designated entry control point.

1.2.12. Staff Judge Advocate.

- •Provides legal advice on matters, to include claims, provisions for setting up an NDA, jurisdiction, and setting limits on using Air Force personnel off-site.
- •Coordinates aircraft and missile accident investigation board activities.

1.2.13. Services.

- •Coordinates food service and billeting requirements for deployed disaster response elements.
- •Provides search and recovery for human remains, identification, disposition, and other mortuary services.
- •Coordinates with bioenvironmental engineer to determine the type of contaminant and procedures to decontaminate human remains.

1.2.14. Public Affairs. Ensures that public information concerning accidents and DOD personnel, equipment, property, or other resources is released as applicable.

1.2.15. Communications-Computers. Advises the OSC on the capability and availability of resources such as cellular phones, secure radios, and secure telefacsimile.

1.2.16. Safety. Monitors response activities for safety hazards. Coordinates safety mishap investigation board activities.

1.2.17. Weather.

- •Advises the OSC on meteorological conditions that might affect operations.
- •Performs toxic corridor calculations, as required.

1.3. Command Post. The command post directs actions in support of the installation's assigned mission. As the focal point for base wide notification and operation, it receives and sends orders, information, and requests pertinent to the assigned task. (The SRC or CSS may be used in lieu of the command post.) Other responsibilities should include:

- •Maintaining notification rosters and notifying DRF members and elements not on the secondary crash net.
- •Activating the installation warning system.

•Briefing the installation commander and staff on the status of operations.

•Disseminating information to, and collecting information from unit control s and the mobile command post.

1.4. Unit Control Centers. Control centers vary depending on the resources, capabilities, and mission of each installation. They are only required for the elements comprising the DCG. Responsibilities parallel those listed in paragraph **1.2.** for DCG representatives. Also see **Attachment 2**, checklist 21 for more information. Unit control centers should also:

•Provide a focal point within an organization to monitor unit resources and mission capability and to coordinate their activities during disaster operations.

•Maintain emergency response checklists, disaster response maps, communications equipment, alternate control centers, and recall rosters for assigned DRF elements.

•Operate continuously during emergency response operations.

•Alert, recall, deploy, and supervise organizational DRF elements.

•Disseminate threat and emergency action information, disaster cordon evacuation instructions, protective measures and other emergency information to all organizational elements.

•Evaluate and report damage, casualties, and mission capability.

•Maintain a log of events to document emergency response actions.

1.5. Specialized Teams. These teams are formed from base personnel resources to support emergency response operations. Normally, installations maintain a disaster preparedness support team, contamination control teams, and shelter management teams, however; bases may form a multipurpose team instead. In this case, expand training requirements and assign enough personnel to meet simultaneous emergencies.

•Specialized team duty should be a team member's primary duty during emergency response operations, exercises, and training. Do not assign team members conflicting emergency duties. Appoint enough team members for 24-hour-a-day operations.

•Department of the Air Force civilian personnel may be assigned to specialized teams.

•Only the installation commander or designated representative should approve releasing a trained member for reasons other than permanent change of station, retirement, discharge, or medical disqualification. The replacement must be trained before releasing the incumbent.

1.5.1. Disaster Preparedness Support Team (DPST). The DPST augments the CE readiness flight. DPST members work under readiness flight supervision and perform selected and critical operational tasks where staffing is insufficient.

MAJCOMs and ARCs may determine the need for and specify the number of DPST members. DPST members should:

•Meet local qualifications designated by the CE commander.

•Have normal color vision and a minimum physical profile of "two" under "P," "U," "L," "H," and "E"; one under "S" and "H" under "X."

•Possess a valid driver's license.

•Have at least a secret security clearance.

1.5.2. Contamination Control Teams (CCT). CCTs should be formed to control contamination for mission essential functions. Any unit may form a CCT. As a minimum, maintenance, transportation, CE, and medical services will have this capability. See AFI 32-4001, Disaster Preparedness Planning and Operations.

- Base the number of teams and team members on the mission and magnitude of potential contamination control operations. When trained by certified HAZMAT instructors and properly equipped, these teams may be used for peacetime HAZMAT cleanup operations.
- The service response force (SRF) determines the type of contamination control teams needed for response to a nuclear weapons accident. See DOD Manual 5100.52-M, ACC Plan 355-1 or theater SRF guidance documents, as appropriate.
- For installations that perform peacetime maintenance on or disposal of CB munitions, follow the decontamination guidance in TO 11C15-1-3, Chemical Warfare Decontamination, Detection and Disposal of Decontamination Agents.

1.5.3. Shelter Management Teams (SMT). SMTs may be used to protect personnel during attack, major accidents, or natural disasters. AFMAN 32-4005, Personnel Protection and Attack Actions, contains guidance on the composition and responsibilities of the SMTs.

Section 1B—Equipment

1.6. DRF Equipment. DRF members should have clothing and equipment for field operations appropriate to the response area. Installations should have adequate equipment, to include RADIACs, to effectively respond to a nuclear weapons accident or an incident involving depleted uranium.

1.7. CCT Equipment. Equip CCTs:

- Responsible for peacetime radiological contamination control according to DOD Manual 5100.52-M, ACC Plan 355-1 or theater SRF guidance documents, as appropriate.
- Responsible for CB agent contamination control (such as during peacetime maintenance on or disposal of CB munitions) with the chemical defense groundcrew ensemble, wet-weather clothing (for splash protection). MAJCOMs and ARCs may specify impermeable protective clothing for teams having unique decontamination missions.
- With detection and marking equipment.
- With the power driven decontamination apparatus.
- If tasked for hazardous material decontamination, they will have the training and the equipment for the worse case scenario for that installation.

1.8. SMT Equipment. Equip shelter teams according to AFMAN 32-4005.

1.9. Mobile Command Post Equipment. The mobile command post is only as effective as the equipment it contains. Equipment on the mobile command post should include:

- An identification sign marked "Mobile Command Post," (bilingual if appropriate)
- Radio or telephonic communications. Secure communications is required for nuclear accident response. An air to ground capability should also exist.

- •A lap-top computer with plume modeling, mapping, events log maintenance, and hazardous chemical database retrieval capability.
- •A public address system and siren.
- •On- and off-base grid maps, local road maps for the base response area and accompanying clear plastic overlays or templates for these maps.
- •A weather-tight bed cover having physical security.
- •Environmental monitoring equipment that measures surface temperature, dew point, wind direction and speed, and atmospheric pressure on installations subject to major accidents involving industrial toxic spills.

Chapter 2

MAJOR ACCIDENT, SAFE HAVEN, AND SAFE PARKING PROCEDURES

Section 2A—Major Accident Phases of Response

2.1. Initial Response. The installation nearest the scene of a major accident involving DOD resources, regardless of size, responds to the accident. However, response by another installation may be warranted when the nature of the accident and the resources and mission of the nearest installation are considered. Also, higher-headquarters intervention or memorandums of agreement may also dictate the initial response base (IRB).

- •Response to all potential or actual major accident situations must be rapid and effective. Assume the worst situation and obtain an on-scene assessment as soon as possible. Responsibilities of the IRB for nuclear weapons accidents are included in ACC Plan 355-1.
- •A major accident and natural disaster response capability in wartime must exist. Mission requirements and available resources should dictate procedures.
- •Actions taken for major accident response operations are divided into four phases: notification, response, withdrawal, and recovery. In an actual response, these phases will most likely overlap. The following is a break-down of each phase and actions that could occur.

2.2. Notification Phase. Installation authorities receive notification of an actual or potential major accident. Evacuation is started, the DRF is alerted, and higher headquarters and local civil authorities are notified. Further actions include:

2.2.1. Individual Actions:

- •People witnessing an accident should alert others in the immediate area and report the accident to security police, fire department, or the command post.
- •After reporting the accident, people should, within their capability and without endangering themselves, attempt rescue, care for casualties, and perform suppression and containment.

2.2.2. DRF Actions:

- •DRF members are briefed on the situation and placed on standby. The DCG may be placed on standby at their predesignated assembly point or other designated location.
- •If necessary, enlist the help of local civil agencies and radio and television stations to complement notification actions.

2.3. Response Phase. In this phase, DRF elements deploy to the accident scene and establish command and control. The deployment procedure depends on the accident location.

2.3.1. If the accident is on the installation or is close enough to start command and control and to perform lifesaving, rescue, suppression, and containment, the initial response element (IRE), consisting of fire protection, security, and medical forces, goes directly to the accident site.

- •The fire chief designates the entry control point (ECP) and serves as the OSC, until the designated OSC arrives and is briefed on the situation.

•Follow-on elements (FOE) consisting of the remainder of the DCG, specialized teams, and other support forces assemble and respond according to local procedures to provide enhanced command, control, and communication.

2.3.2. The IRE should initiate these actions concurrently on arrival:

2.3.2.1. Rescue, fire fighting, and medical procedures:

•Approach the accident site from the upwind or crosswind side.

•Perform rescue, lifesaving, and hazard suppression and containment.

•Allow medical vehicles transporting casualties requiring immediate care to leave the cordon even if the vehicle is contaminated. Monitor and decontaminate the route traveled and the vehicle to prevent any further spread of contamination.

2.3.2.2. Command and Control procedures:

•Organize the response elements at the scene.

•Assess damage, casualties, and hazards. Direct IRE actions and determine FOE and other support requirements.

•Determine if an NDA is needed to protect DOD resources. Keep the size of the NDA at the minimum needed for security and reduce the size as resources are recovered. When overseas, request that local authorities establish a security area and provide a cordon for the security of classified material and the protection of the public.

•Coordinate with local civil authorities if areas under civil jurisdiction are affected by the accident.

•Determine the size of the disaster cordon.

•Establish an OSCP outside the disaster cordon, either upwind or crosswind of the accident site. A location that provides good access and a view of the accident site is preferred. Continually reassess the cordon size and locations of the ECP and OSCP based on weather conditions and recovery operations. Move the ECP and OSCP, if needed.

•Determine the presence of contamination both at the accident and around the cordon perimeter (as opposed to extensive effort to quantify the degree of contamination), identify other hazards, and contain the hazards within capability.

•Establish procedures to check personnel and vehicles at the initial monitoring point for contamination and, if necessary, perform decontamination within local capability.

•Establish an operations area and a base camp.

•Document the names of civilian and military people who were at the accident scene.

2.3.2.3. Security and Evacuation procedures:

•Evacuate nonessential people from the disaster cordon, using personal contact or communications systems. Civil authorities are responsible for evacuation within their jurisdiction.

•Establish the disaster cordon and ECP to control access into and out of the area.

•Establish an NDA and access control system, if required.

2.3.3. If the accident is too far away to perform timely lifesaving, rescue, suppression, and containment, civil authorities nearest the accident usually provides these services. (Furthermore, civil author-

ities are in charge until properly relieved.) The DCG should assemble at a designated assembly point and convoy or airlift to the accident scene. Under these circumstances, the IRE should only include those key members of the DRF that are required to establish immediate command and control and begin coordination with civil authorities.

- •Coordinate command and control requirements.
- •Debrief civil response forces at the scene.
- •Complete other response actions as required. Mutual assistance may be needed.
- •After the OSC determines the composition of the follow-on element (FOE), the FOE assembles at the assembly point for convoy or airlift to the accident scene. Upon arrival at the accident location the DCG should quickly augment or establish command, control, and security operations. (Follow the procedures as outlined in paragraph **2.3.2.**.).

2.4. Withdrawal Phase. Response forces must leave the accident site if they are in imminent danger. If they are not in imminent danger, they should leave when all emergency response actions are completed.

- •If forces are in imminent danger, the senior fire fighter at the accident site declares withdrawal and advises the OSC.
- •Upon declaration of withdrawal, the DRF should use radios, public address systems, or sirens at the accident scene to signal or announce emergency withdrawal.
- •Forces at the accident scene must proceed as quickly as possible towards the disaster cordon. If toxic or hazardous materials are involved, proceed as fast as possible in an upwind or crosswind direction to an initial monitoring point inside the cordon.
- •All forces at the accident scene must take cover if an explosion is possible.
- •No one may return to the accident site after withdrawal until authorized by the OSC.

2.5. Recovery Phase. During this phase, obtain additional information about the incident, and develop and carry out a recovery plan. The OSC has primary responsibility to approve all recovery actions.

2.5.1. Access to the site will be granted to properly designated Safety Investigation Board (SIB) and Accident Investigation Board (AIB) personnel any time non-IRE DCG personnel are allowed in.

- •All personnel entering the site must be informed of the hazards present and equipped with proper personnel protection equipment.
- •Site access authority may be delegated to the SIB/AIB presidents by the OSC when the scene is considered safe.
- •Custody of wreckage and other physical evidence may be transferred to the SIB or AIB president at the OSC's discretion.
- •Supporting DCG assets needed for follow-on investigative support must be requested through the OSC.

2.5.2. Determine presence, number, condition, location, etc. of casualties, classified material, contamination, explosives, weapons, and other hazards.

- •Report disposition and description of wreckage or accident site.
- •Ascertain the nature and extent of property damage (military and civilian).
- •Identify a safe route to the accident site.

2.5.3. Obtain missing information by all appropriate means including witness interviews, inventories, and various forms of reconnaissance. DRF members who locate potential witness must not attempt to interview them. Witnesses should be directed to go the SIB or AIB. Debrief the OSC as soon as possible. Use vehicles and radios in reconnaissance, if they do not present an electro-explosive hazard. Don't transmit classified and sensitive information on nonsecure radios or radios.

2.5.4. The recovery plan must address, if applicable:

- •Medical, fire fighting, security, and logistics support.
- •Procedures to document and report resource expenditures.
- •Contamination control.
- •Environmental considerations to prevent pollution and restore the area.
- •Safing and removing explosives and hazardous materials.
- •Personnel protective equipment, post-traumatic stress, blood-borne pathogen exposure, medical screening, and bioassay requirements and procedures for all victims and responders.
- •Preparing property damage and personal injury estimates and contacting those people who suffered injury or property damage.
- •Public affairs activities.
- •Liaison with military, state, federal, and civil investigation officials.
- •Wreckage removal.
- •Site restoration.
- •Mishap investigation requirements.

2.5.5. The OSC should accomplish the following before ending major accident recovery operations involving Air Force resources:

- •Obtain proof of existence or nonexistence of contamination.
- •Identify, account for, or recover all classified and hazardous materials.
- •Ensure representatives from all affected military and civil agencies complete their necessary observations.
- •Remove wreckage and restore the site in coordination with accident investigation officials and if necessary, civil authorities.

2.6. Transfer of Responsibility.

2.6.1. During the entire emergency response, the transfer of responsibility, either up the chain of command or across Service lines, may occur several times. If the responsibility for a major accident recovery operation is transferred, take the following actions:

2.6.2. DRF members brief their replacements on actions taken, actions needed, and the general status of the operation.

2.6.3. Keep civilian officials informed by introducing them to in-coming key members of the response force.

2.6.4. Set a specific date and time for the transfer of responsibility. Document and report the transfer via OPREP-3 message.

Section 2B—Safe Haven Procedures

2.7. General. The Transportation Safeguards Division (TSD) of DOE on occasion has a need to schedule truck convoys into DOD installations to provide rest for TSD couriers. In-turn, DOD will provide layover storage and protective security for TSD convoys, on an advance schedule basis, at installations that have a weapons storage area. Rest stops generally will not exceed 18 hours.

2.8. The Military Traffic Management Command. The command will apprise each carrier whose vehicle is granted Safe Haven that:

2.8.1. Granting of Safe Haven does not relieve the carrier of liability under the contract of carriage.

2.8.2. The US Government does not assume the responsibility for the shipment of carrier's equipment or equipment contents, if the carrier's contract of carriage and the terms and conditions of providing Safe Haven are inconsistent.

2.8.3. It is the prerogative of the installation commander to permit carrier personnel to remain with the vehicle for constant surveillance purposes or to decline Safe Haven.

2.8.4. The Safe Haven accorded is strictly temporary in nature. The vehicle must be removed from the installation as soon as the activity commander or appropriate civil authority determines the shipment is no longer endangered by local conditions.

2.9. Department of Energy (DOE). DOE will:

2.9.1. Provide for security and custody of the shipment.

2.9.2. Through the DOE Joint Nuclear Accident Control Center (JNACC), notify the installation commander of a pending shipment arrival and provide the following data:

- •Notify the affected base by classified message at least 72 hours in advance of layover.
- •Expected arrival and departure times.
- •The shipment's classification, contents, and safety precautions, and special security, public affairs, and fire fighting procedures.
- •Verification of couriers accompanying the shipment.

2.9.3. Comply with installation directives, except when they might jeopardize the security or safety of the shipment.

2.9.4. Provide reimbursement for any Air Force expenses to support DOE Safe Haven.

2.9.5. Assist the installation commander in the event of an accident or incident.

2.9.6. Identify special security or safety procedures and logistical support.

2.9.7. Release safe-secure trailers (SSTs) only to a designated certified accountable supply officer, or alternate, on a DOE courier receipt for overnight storage.

2.9.8. Ensure SSTs are properly positioned where instructed by the installation commander and locked.

2.9.9. Release trip-related classified documents and firearms only to authorized Air Force personnel.

2.9.10. When the SST is stored empty, DOE personnel will secure all firearms and trip related classified documents in the SST.

2.10. Installation Commander The installation commander should ensure the following actions are taken:

2.10.1. Park vehicles accorded Safe Haven in a secure, lighted, and paved area.

2.10.2. Provide temporary security if DOE couriers are incapacitated.

2.10.3. Provide fire fighting, medical, public affairs, and logistics support.

2.10.4. Command and control if an accident involving the shipment occurs on the installation.

2.10.5. Examine shipping documents to prevent entry of an unauthorized shipment into the installation.

2.10.6. Process reimbursement costs for Safe Haven accordingly.

2.11. Incidents Involving SSTs. Notify DOE immediately, through the DOD JNACC, of any incident that could affect the safety or security of the SSTs.

2.11.1. Damage Resulting From Explosion or Fire. When damage occurs to shipments by explosion or fire while in possession of a commercial carrier, the installation commander; or other DOD authority will immediately notify the Service that sponsored the shipment. The sponsoring Service can usually be identified by the transportation fund citation shown on a Government Bill of Lading.

2.11.2. Accident or Incidents Not Resulting in Explosion or Fire. The installation commander; or other DOD authority first receiving a report of an accident or incident not resulting in explosion or fire, will notify the applicable Service ammunition management elements and HQ MTMC.

Section 2C—Safe Parking

2.12. Safe Parking Shipments. Safe Parking agreements cover the temporary storage of DOE shipments of transuranic waste material. It involves no explosive or classified items. DOE normally notifies installations in advance of such shipments, but it may request storage with little or no advance notice. Installations along shipping routes include:

Barksdale AFB, Louisiana

Dobbins AFB, Georgia

Dyess AFB, Texas

FE Warren AFB, Wyoming

Hill AFB, Utah

Kirtland AFB, New Mexico

Little Rock AFB, Arkansas

Los Angeles AFB, California

Mountain Home AFB, Idaho

Nellis AFB, Nevada

Peterson AFB, Colorado

Sheppard AFB, Texas

Tinker AFB, Oklahoma

USAF Academy, Colorado

2.13. DOE.

- •Through JNACC, notify the installation commander of pending arrival.
- •Assure trailers are properly positioned and secured where instructed by the DOD installation commander.
- •Provide for the prompt and complete removal of transuranic waste in the event of a spill from the shipment on DOD installations.
- •Reimburse the Air Force for expenses incurred by this arrangement.
- •Comply with installation directives, except when they might jeopardize the security or safety of the shipment.

2.14. DOD.

- •Provide a paved, fenced, and lighted area for vehicle parking. This area should be generally remote from major facilities and thoroughfares. The vehicle hazardous cargo holding area, if available, is a suitable area.
- •Provide necessary security, fire fighting, communications, medical, public affairs, and emergency logistics support.
- •Continuous security surveillance of the vehicle is not required. Routine installation security patrols must conduct periodic checks of the parking area and the carrier vehicle at random intervals not to exceed 2 hours.
- •Immediately notify JNACC of any incident affecting layover shipments, vehicles, or personnel that could adversely affect the shipment's safety or security while on a DOD installation.
- •Provide DOE an accounting of all obligations and costs incurred supporting the shipment.

Chapter 3

NATURAL DISASTER PHASES OF RESPONSE AND ACTONS

3.1. General. Actions taken for natural disaster response can be divided into four phases: notification, initial emergency, sustained emergency, and recovery. In an actual response, these phases will most likely overlap. AFI 32-4001, Disaster Preparedness Planning and Operations contains policy on Air Force response to natural disasters. The following is a break-down of each phase and generic actions that could occur. Use **Attachment 4** to develop checklists to support natural disaster response actions.

3.2. Notification Phase. This phase consists of actions taken in anticipation of a natural disaster. Actions in this phase may not be executable if a natural disaster occurs with little or no warning. Actions include:

3.2.1. Establishing command and control.

3.2.2. Notifying the DRF, base agencies, and the base populace.

3.2.3. Protecting facilities and materiel from the effects of high wind, windblown debris, water, earthquakes or any other natural disaster condition.

- At installations susceptible to hurricanes, typhoons, tornadoes, or floods, unit commanders must establish procedures and identify or obtain materiel to protect their resources.
- Units should integrate preparations into the installation's overall preparations for a natural disaster.

3.2.4. Considering sheltering, dispersing, or evacuating people and critical materiel.

3.2.5. Isolating or shutting off utilities.

3.2.6. Providing periodic situation updates to the base population.

3.2.7. Coordinating with civil authorities on notification and assistance.

3.2.8. Beginning data collection on all actions for final lessons learned report. This includes tracking and recording expenditures for possible reimbursement.

3.3. Initial Emergency Phase. This phase consists of actions taken during, or as soon as possible after, a natural disaster. Actions include:

3.3.1. Assessing casualties, damage to facilities, utilities, and materiel, and the mission impact.

3.3.2. Clearing routes to aid fire fighting and search and rescue.

- Fighting fires based on facility priorities.
- Conducting search and rescue.

3.3.3. Establishing a facility to register and care for displaced persons, serve as an inquiry point, and reunite separated family members.

3.3.4. Caring for casualties and implementing preventive medical procedures.

3.3.5. Recovering, identifying, and disposing of human remains.

3.3.6. Marking or eliminating hazards created by the natural disaster.

- •Evacuate areas of the installation threatened by flooding, toxic fumes, uncontrolled fire, and other hazards. Coordinate with local civil authorities if these hazards threaten off-base areas.
- •Protect property and secure evacuated areas.

3.3.7. Restoring critical utilities, facilities, and information systems.

3.4. Sustained Emergency Phase. This phase consists of actions taken after appropriate initial emergency phase actions are completed. Actions include:

3.4.1. Reestablishing primary mission capability. If beyond installation capability, request assistance through the chain of command.

- •Document extent of damage to military and private property.
- •Continue to track and record expenditures.

3.4.2. Reassessing the situation. Implement the base civil engineer Contingency Response Plan and restore communication-computer systems.

3.4.3. Keeping the base population informed of the situation.

3.4.4. Salvaging, protecting, and distributing food and water stocks. Assessing water source potability.

3.4.5. Implementing sanitation control procedures.

3.4.6. Establishing more definitive medical treatment.

3.4.7. Establishing financial services.

3.4.8. Initiating detailed damage assessment.

3.4.9. Continuing data collection on all actions for final lessons learned report.

3.5. Recovery Phase. This phase consists of actions taken after appropriate sustained emergency phase actions have been implemented and lifesaving actions have been completed. Actions include:

3.5.1. Reestablishing mission capability.

3.5.2. Developing a plan covering short- and long-term recovery requirements.

3.5.3. Preparing to handle large numbers of personnel and claims actions.

3.5.4. Returning to normal operations.

3.5.5. Continuing data collection and compiling all previous data collected for the final lessons learned report.

EUGENE A. LUPIA, Maj General, USAF
The Civil Engineer

Attachment 1

GLOSSARY OF REFERENCES, ACRONYMS AND TERMS

This attachment supplements standard English language dictionaries, Joint Publication 1 02, and AFM 11 1 (this will become AFDD 100) with a source of standard terminology for Air Force use.

References

ACC Plan 355-1, *CONUS Radiological Accident/Incident Response And Recovery Plan*

DOD Manual 5100.52, *Nuclear Weapons Accident Response Procedures*

TO 11C15-1-3, *Chemical Warfare Decontamination, Detection and Disposal of Decontamination Agents*

Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act)

Abbreviations and Acronyms

AFCESA —Air Force Civil Engineer Support Agency

ARC —Air Reserve Component

CCS— Contamination Control Station

CONUS—Continental United States

DCG —Disaster Control Group

DPST—Disaster Preparedness Support Team

DRF —Disaster Response Force

DSG—Disaster Support Group

ECP—Entry Control Point

EOD—Explosive Ordnance Disposal

FEMA—Federal Emergency Management Agency

FOE—Follow-On Element

HAZMAT—Hazardous Material

IRB—Initial Response Base

IRE—Initial Response Element

MTMC—Military Traffic Management Command

NARP—Nuclear Weapons Accident Response Procedures (DOD Manual 5100.52-M)

NDA—National Defense Area

OSC—On-Scene Commander

OSCP—On-Scene Control Point

RADIAC—Radiation Detection, Indication, and Computation

SRF—Service Response Force

SST—Safe-Secure Trailer

Terms

Accident Scene.— The cordoned area surrounding an accident site from which all nonessential personnel and resources are evacuated and prohibited. (AFM 11-1).

Accident Site.— The area surrounding the impact point in which hazards to personnel (wreckage, fire, or damage) are readily identifiable. (AFM 11-1).

Advanced Aerospace Material.— A highly specialized material used to fulfill unique aerospace construction/environment/performance requirements. Examples include Beryllium, Depleted Uranium, Radar Absorbent Materials. (RAM).

Advanced Composite.— A material composed of high strength/high stiffness fibers (reinforcement) within a resin (matrix). Examples include Graphite/Epoxy, Kevlar/Epoxy, Spectra/Cyanate Ester.

Civil Emergency.— Any natural or human-caused emergency, or threat of emergency other than civil defense or wartime emergency, that causes or could cause substantial harm to people, or substantial damage to property. This term can include a "major disaster" or "emergency", as those described in the Stafford Act, as amended, as well as, consequences of an attack or a national security emergency. The terms "major disaster" or "emergency" are defined substantially by action of the President in declaring that extant circumstances and risks justify his implementation of the legal powers provided by those statutes.

Composite.— A physical combination of two or more materials, i.e., fiberglass (glass fiber and epoxy).

Contamination Control.— Procedures to avoid, reduce, remove, or render harmless, temporarily or permanently, nuclear, biological, and chemical contamination for the purpose of maintaining or enhancing the efficient conduct of military operations. (Joint Pub 1-02)

Contamination Control Station.— An area used at a nuclear weapons accident scene or hazardous material (HAZMAT) accident scene where contaminated clothing and equipment are removed, and personnel and equipment are monitored and decontaminated.

Contingency Support Staff.— A command and control element of the command post. It consists of the commander and designated staff members and is interchangeable with the survival recovery center.

Control Center.— A unit command and control function. Control centers monitor unit resources and mission capability, and coordinate unit activities during disaster operations.

Decontamination.— The process of making any person, object or area safe by absorbing, destroying, neutralizing, making harmless, or removing chemical or biological agents, or by removing radioactive material clinging to or around it. (Joint Pub 1-02). See immediate, operational, and thorough decontamination in this attachment.

Disaster.— Within the context of this AFMAN: a natural disaster, major accident, or enemy attack.

Disaster Control Group.— The disaster response force element that goes to the scene of a major accident or natural catastrophe to provide command and control under the direction of the on-scene commander.

Disaster Cordon.— A physical barrier surrounding the accident scene where controls are established to

preclude unauthorized entry. (AFM11-1).

Disaster Response Force.— The organization used for disaster response, command and control, and recovery.

Disaster Support Group.— A major command and field operating agency headquarters command and control element. It coordinates and supports the headquarters' response to a disaster.

DOD Joint Nuclear Accident Coordinating Center.— During a Broken Arrow, the DOD Joint Nuclear Accident Coordinating Center coordinates notification, activation, deployment, and deactivation of specialized DOD personnel, supplies, and equipment. Coordinates closely with the DOE Joint Nuclear Accident Coordinating Center.

DOE Joint Nuclear Accident Coordinating Center.— During a Broken Arrow, the DOE Joint Nuclear Accident Coordinating Center coordinates notification, activation, deployment, and deactivation of specialized DOE personnel, supplies, and equipment. Coordinates closely with the DOD Joint Nuclear Accident Coordinating Center.

Emergency.— Any of the occurrences listed in the definition of civil emergencies, or other catastrophe in any part of the United States, which, in the determination of the President, requires federal emergency assistance to supplement state and local efforts to save lives and protect property, public health, and safety, or to avert or lessen the threat of a disaster.

Entry Control Point.— The place where entry into and exit from the disaster cordon is controlled. It is located on the disaster cordon near the on-scene control point.

Facility.— For emergency planning purposes, the term "facility" in 40 CFR 355 as it applies to the Air Force is considered equivalent to an "installation."

Fixed Nuclear Facility.— Stationary nuclear installations that use or produce radioactive materials in their normal operations. Within the Air Force, these facilities include installations with nuclear weapons or radioactive materials in sufficient quantities that the general public might be affected if an accident involving the radioactive materials occurred. It also includes facilities using Nuclear Regulatory Commission regulated facilities using radioactive materials above thresholds in 10 CFR 30.72 for specific emergency plans. Normally facilities using radioactive materials in their operations (such as medical, calibration, and radiography) and radioactive materials in shipments are not included in this definition.

Follow-On Elements.— The non-emergency response elements of a Disaster Response Force that deploy to the accident scene after the initial response element to expand command and control and perform support functions.

Hammer Ace.— Deployable communications support element. It provides worldwide, single-channel, secure voice and record communications and secure on-site communications.

HQ USAF Contingency Support Staff.— A group of selected Air Staff officials that convenes to coordinate staff actions and to monitor contingencies involving Air Force resources.

Immediate Decontamination.— Decontamination carried out by individuals upon becoming contaminated, to save life and minimize casualties. This may include decontamination of some personal clothing or equipment. See also decontamination, operational decontamination, and thorough decontamination. (Joint Pub 1-02)

Initial Monitoring Point.— An area inside the cordon where emergency response vehicles and

personnel are checked for contamination prior to leaving the accident site.

Initial Response Base.— The military installation that initially responds to the scene of a nuclear weapons accident to provide a federal presence and humanitarian support.

Initial Response Element.— The disaster response force element that deploys immediately to the disaster scene to provide initial command and control, to save lives, and to suppress and control hazards. Members include fire protection, security police, and medical personnel.

Installation Commander.— The individual responsible for all operations performed by an installation. (Joint Pub 1-02)

Major Accident.— An accident involving Department of Defense (DOD) materiel or DOD activities, of such a magnitude as to warrant response by the base disaster response force. It is differentiated from day-to-day emergencies and incidents which are routinely handled by base agencies without the disaster response force. A major accident may involve one or more of the following:

a.Hazardous substances such as radioactive materials and toxic industrial chemicals; nuclear, biological, chemical, and conventional weapons; explosives; etc.

b.Class A mishap.

c.Extensive property damage

d.Grave risk of injury or death to installation personnel or public.

e.Adverse public reaction.

Mobile Command Post.— A vehicle equipped with communications and other equipment to support the on-scene commander. It is a focal point for information collection and communication with the command post.

National Defense Area.— An area established on non-Federal lands located within the United States or its possessions territories for the purpose of safeguarding classified defense information or protecting DOD equipment or material. Establishment of a national defense area temporarily places such non-Federal lands under the effective control of the Department of Defense and results only from an emergency event. The senior DOD representative at the scene will define the boundary, mark it with a physical barrier, and post warnings. The landowner's consent and cooperation will be obtained whenever possible; however, military necessity will dictate the final decision regarding location, shape, and size of the national defense area.

Natural Disaster.— All domestic emergencies except those created as a result of enemy attack or civil disturbance (Joint Publication 1-02). These may include hurricanes, tornadoes, storms, floods, high water, wind-driven water, tidal surge, tsunamis, earthquakes, volcanic eruptions, landslides, mud slides, severe snow storms, drought, or other catastrophe not caused by people.

Nuclear Reactor Accident.— A nuclear power system or minor radiological source mishap. The code name is FADED GIANT.

Nuclear Weapon Accident.— An unexpected event involving nuclear weapons or radiological nuclear weapon components that results in any of the following:

a.Accidental or unauthorized launching, firing, or use by US forces or US supported allied forces of a nuclear capable weapon system that could create the risk of an outbreak of war.

b.Nuclear detonation.

c.Nonnuclear detonation or burning of a nuclear weapon or radiological nuclear weapon component.

d.Radioactive contamination.

e.Seizure, theft, loss, or destruction of a nuclear weapon or radiological nuclear weapon component, including jettisoning.

f.Public hazard, actual or implied. (Joint Pub 1-02)

Nuclear Weapon Significant Incident.— An unexpected event involving a nuclear weapon, facility, or component resulting in any of the following, but not constituting a nuclear weapons accident:

a.An increase in the possibility of explosion or radioactive contamination.

b.Errors committed in assembling, testing, loading, or transporting equipment and or the malfunctioning of equipment and material which could lead to an unintentional operation of all or part of the weapon arming and/or firing sequence, or which could lead to substantial change in yield, or increased dud probability.

c.Any act of God, unfavorable environment, or condition resulting in damage to a weapon, facility, or component.

Off-Site.— A radiological term. It is the area beyond the boundaries of a Department of Defense or Department of Energy installation or facility, or a national defense area.

On-Scene Commander.— The person designated to coordinate the rescue efforts at the rescue site (Joint Publication 1-02). The senior member, normally the installation support group commander or designated, of the disaster control group. All disaster response force members at an accident scene are under the command and control of the on-scene commander.

On-Scene Control Point.— A location established near the accident scene where the disaster control group functions.

On-Site.— A radiological accident term. It is the area within the boundaries of a Department of Defense or Department of Energy installation or facility, or a national defense area.

Operational Decontamination.— Decontamination carried out by an individual or a unit, restricted to specific parts of operationally essential equipment, material, and/or working areas, in order to minimize contact and transfer hazards and to sustain operations. This may include decontamination of the individual beyond the scope of immediate decontamination, as well as decontamination of mission-essential spares and limited terrain decontamination. (Joint Pub 1-02)

Planning Documents.— Base DP program guidance and policy publications. It includes plans, standard publications, host-tenant and inter-service support agreements, memorandum of understanding, and operating instructions and checklists for external activities. Civil Engineer Readiness may be the office of primary responsibility for all or part of the document.

Release.— Any spilling, leaking, pumping, pouring, emitting, emptying, discharging, injecting, escaping, leaching, dumping, or disposing into the environment (including the abandonment or discarding of barrels, containers, and other closed receptacles) of any hazardous chemical, extremely hazardous substance, or toxic chemical.

Safe Haven.— Temporary storage provided the Department of Energy classified shipment transporters at Department of Defense facilities in order to assure the safety and security of nuclear material and/or nonnuclear classified material. Also includes parking for commercial vehicles containing Class A or

Class B explosives. (Joint Pub 1-02)

Safe Parking.— Department of Defense (DOD) and Department of Energy (DOE) agreement that covers the temporary storage of DOE shipments of transuranic waste material.

Safety Analysis Report.— A document that gives the following information:

a. The nuclear power system design in detail.

b. The normal and potential abnormal environments and failure modes which can affect the nuclear power system.

c. The predicted responses of the system to such environment and failures.

d. The predicted resulting nuclear risk.

Service Response Force.— An organization, identified by the Service, capable of making sure that all tasks necessary to effectively control and recover from a nuclear accident are accomplished. The specific purpose of a SRF is to provide guidance and management to the nuclear weapon accident response effort.

Survival Recovery Center.— A command and control element that directs and monitors pre disaster survival actions and post disaster recovery. The term contingency support staff is sometimes used (AFI 10-212).

Thorough Decontamination.— Decontamination carried out by a unit, with or without external support, to reduce contamination on personnel, equipment, material, and/or working areas to the lowest possible levels, to permit the partial or total removal of individual protective equipment and to maintain operations with minimum degradation. This may include terrain decontamination beyond the scope of operational decontamination. (Joint Pub 1-02).

Transuranic Waste.— Radiological waste transported to the Waste Isolation Pilot Plant in Carlsbad, New Mexico.

US Air Force Resources.— Military and civilian personnel of active and reserve components; facilities, equipment, and supplies under the control of the US Air Force; and services performed by the US Air Force, to include airlift and other transportation services

Attachment 2

ACCIDENT RESPONSE CHECKLISTS

NOTE:
Initial response bases should use the following checklists as a boilerplate to develop local checklists for responding to major accidents. These checklists are neither all inclusive nor do they include all response force agencies. For checklists that don't have an "off-base" section, the "on-base" section can be used for both. Each agency must add local procedures and capabilities to their functional checklist. Blend these checklists with ACC Plan 355-1, CONUS Radiological Accident/Incident Response and Recovery Plan, DOD Manual 5100.52, Nuclear Weapons Accident Response Procedures or theater directives when developing nuclear accident response checklists.

Checklist No. 1--Installation Commander

1. Before departing to the accident scene determine the status of the situation:

a. Nature and location of the accident.

b. Number of military and civilian medical casualties.

c. Property damage.

d. Effect on base mission.

e. Effect on civilian populace.

f. Need for help.

2. Ensure the base command post is activated. Consider activating unit control centers and specialized teams if additional support is required.

3. Ensure the disaster response force (DRF) is notified and assembled or dispatched to the scene.

4. Ensure OPREP-3 reports are sent.

5. Ensure news releases are made.

6. Contact civil officials if accident affects, or will affect, off-base facilities.

7. If responding to a nuclear weapon accident, notify the major command (MAJCOM) to deploy the service response force (SRF).

8. Monitor on-scene actions.

Checklist No. 2--Actions Taken During a Broken Arrow Accident When Available Resources and Personnel Permit

1. Initiate surveys and determine presence and extent of contamination.

2. Direct public affairs to interface with media from national and local sources.

3. Establish liaison with civil authorities, officials, legal, and law enforcement.

4. Establish a National Defense Area (NDA).

5. Establish the approximate perimeter of the contaminated area.

6. Control exposure of public and response force personnel to contamination. Coordinate actions with local police and public health officials.

7. Identify people who may have been exposed to contamination.

8. Provide advice to civil authorities, if requested, by establishing a radiological health program for any civilian personnel who may have internal contamination. Establish a similar program for response forces.

9. Conduct weapons damage assessment.

10. Perform render safe procedures on weapons, as required.

11. Initiate systematic search to reestablish accountability for all weapons and weapon components.

12. Develop and implement a weapons recovery plan to include the proper packaging requirements consistent with final disposition and disposal requirements of weapons.

13. Transport or ship weapons and components to proper disposal areas.

14. Establish an environmental exposure injury prevention program.

15. Establish a claims processing facility.

16. Inform the Senior FEMA official of all on-site activities which could impact off-site and establish a liaison.

17. Document actions taken and ensure evidence is retained for an accident investigation board.

18. Establish a standardized access control system.

19. Apply fixative to highly contaminated areas to reduce re suspension.

Checklist No. 3--On-Scene Commander (OSC)

1. On-Base Accident--Immediate Actions:

a. Assemble or deploy initial response element (IRE) to the accident scene.

b. Obtain available facts about the accident.

c. Determine a safe route to the accident scene. When it is safe to do so, depart to the entry control point (ECP).

d. Make sure actions are taken to:

(1) Remove and treat medical casualties.

(2) Fight fires.

(3) Evacuate area.

(4) Establish ECP and cordon.

(5) Establish on-scene control point.

(6) Identify secondary hazards (hazardous materials or radiation). Immediately establish a contamination control capability to prevent spread of contamination, if needed.

(7) Shutdown utilities as required.

(8) Secure classified material.

(9) Develop initial news release.

(10) Request explosive ordnance disposal (EOD) assistance, if required.

e. Determine the needs for follow-on elements and dispatch them to the on-scene control point.

f. Approve initial news release to media within 1 hour after the accident is reported..

g. During withdrawal:

(1) Leave contaminated vehicles inside the cordon or seal routes taken if contaminated or suspected contaminated emergency vehicles leave the cordon.

(2) When warning signals sound, direct everyone to take cover.

2. Off-Base Accident--Immediate Actions:

a. Determine the situation.

b. Assemble or deploy selected IRE members to the accident site using the most expeditious means available. Consider the following based on the situation:

(1) Fire Chief

(2) Medical representative (bio environmental engineer)

(3) Base Civil Engineer

c. Upon arrival at the site, contact civil authorities and assess the situation. Direct appropriate follow on force deployment to the site.

d. Determine the needs for follow-on elements and dispatch them to the on-scene control point.

e. Contact civil officials present at the accident and coordinate on-scene contamination activities.

f. Establish a NDA, if needed.

g. Make sure actions are taken to:

(1) Remove and treat all casualties.

(2) Control fires.

(3) Evacuate area.

(4) Establish cordon.

(5) Establish on-scene control point.

(6) Identify secondary hazards (hazardous materials or radiation). Immediately establish a contamination control capability to prevent spread of contamination, if needed.

(7) Secure classified material.

(8) Establish communication with the base command post to report the situation. In a nuclear weapon accident, establish and maintain communications with the National Military Command Center (NMCC), Air Force Operations Support Center (AFOSC), MAJCOM, and the service response force (SRF) command post.

(9) Request explosive ordnance disposal (EOD) assistance, if required.

(10) Select camp site.

h. Develop initial news release within 1 hour after the accident is reported.

i. Upon arrival of convoy, brief disaster control group (DCG) members on:

(1) Known situation.

(2) Required actions.

(3) Completed actions.

3. On-Scene Detailed Actions:

a. Evacuation:

(1) All nonessential people should be directed to evacuate the accident site in a safe direction When practical, direct them to report to a designated area for accountability, witness interviews, and possible medical attention.

(2) Maintenance personnel must remove aircraft, missiles, and aircraft support equipment.

(3) People evacuating area should remove equipment and vehicles.

(4) Taxi crews should remove aircraft, if time permits.

(5) Priorities for evacuation are:

(a) Injured people.

(b) Endangered people.

(c) Equipment carrying hazardous material.

(d) High-value or mission essential equipment.

(e) Fatalities.

(6) Evacuation distance and cordon size are based on type of material involved in accident.

b. On-Scene Control Point (OSCP):

(1) Initially locate OSCP upwind or within 90 degrees of either side of current surface wind. The OSCP should allow reasonable access to the ECP and the accident site, forces, equipment, or vehicles, etc. which transit the ECP.

(2) Ensure security police establish and mark an ECP and initiate entry and exit control procedures.

(3) If necessary, relocate the ECP to enhance entry and exit control procedures.

(4) Determine a suitable location away from the OSCP and ECP for an on-scene news media center.

c. Withdrawal:

(1) If forces engaged in fire fighting, rescue, or containment are in imminent danger of being injured or killed, they should withdraw immediately.

(2) If no danger exits, withdrawal may not be necessary until after completing actions.

(3) The final decision to withdraw from or continue fighting fires rests with the senior on-scene fire department office.

(4) Withdrawal is accomplished as follows:

(a) The senior fire fighter declares withdrawal and sounds vehicle mounted sirens and announces withdrawal over the public address system or radio.

(b) Withdrawal should be in an upwind or crosswind direction.

(c) All forces take cover.

d. Transfer of Responsibilities:

(1) Arrange for teams from each level of response to meet their counterparts.

(2) Brief incoming teams on situation, completed actions, required actions and status of on-going actions.

(3) Keep civil officials informed of transfer actions.

(4) Notify higher headquarters of transfer.

e. Recovery Actions:

(1) Check for contamination.

(2) Request aerial photos if the situation dictates.

(3) Coordinate with mishap and accident investigation boards.

(4) Continue to evaluate the need of an NDA and reduce or eliminate it when no loner needed.

(5) Develop a plan for recovery if responsibility is not being transferred to a higher headquarters.

(6) Make sure damage, expenditures, and response or recovery actions are documented.

Checklist No. 4--Civil Engineer (CE)

1. On-Base Accident--Immediate Action:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Ensure emergency direct responding BCE functions (e.g. fire protection, EOD, readiness) are supporting operations as required.

c. Identify utility cutoff points and direct shut down of utilities, as required.

d. Determine status of base civil engineer (BCE) emergency response crews, equipment, and vehicles from CE control centers.

e. Take cover on sounding of withdrawal signal.

f. Coordinate BCE emergency response support.

g. Keep the OSC informed.

h. Advise the OSC on hazardous pollutant, oil spill, and toxic industrial chemical response actions.

2. Off-Base Accident--Immediate Actions:

a. Ensure emergency direct responding BCE functions (e.g. fire protection, EOD, readiness) are supporting operations as required

b. Report to convoy assembly area.

c. Ensure BCE drivers attend road convoy briefing.

d. Check BCE personnel, equipment, and clothing.

e. Obtain additional BCE personnel and equipment, as required.

f. Proceed in convoy and report to the OSC at the OSCP.

3. Recovery Actions:

a. Keep the OSC advised.

b. Take part in developing a recovery plan, if required.

c. Perform recovery at the direction of the OSC or higher authority.

Checklist No. 5--Civil Engineer Readiness Flight

NOTE: The actions for the Readiness Flight are virtually the same for on and off base response.

1. Immediate Actions:

a. Consolidate preliminary data and start a detailed log of events.

b. Report to DCG assembly area. Identify and assist the senior DCG officer with DCG assembly.

c. Brief disaster control group (DCG) members and teams on known situation and OSC requirements.

d. Through the senior DCG officer, determine functional presence of DCG and release members not required by the OSC.

e. Coordinate special support requirements with on-scene commander and pass information to the command post for up-channel reporting.

f. Attend convoy briefing; proceed in convoy; and upon arrival at scene, report to the OSC and BCE.

g. Establish communication link with the installation command post. Provide communications support to DCG members using installed mobile command post equipment, as appropriate.

h. As required, assist the OSC with review of required on-scene actions.

i. Upon sounding of withdrawal, withdraw and take cover.

j. Identify civil authorities and facilitate contact and coordination of required activities.

k. Perform perimeter survey monitoring.

l. Provide detailed information on hazards identified and possible plume dispersal patterns.

2. Recovery Actions:

a. Report information to the CE control center.

b. Check equipment for proper type and operation.

c. Ensure an initial monitoring point is established in coordination with the bioenvironmental engineer. Coordinate handling and disposal of contaminated items with Bioenvironmental.

d. Supervise radiation monitoring and control operations.

e. Determine if security posts are in contaminated areas.

f. As required, help OSC prepare and coordinate the recovery plan.

Checklist No. 6--Fire Department

1. On-Base Accident--Immediate Actions:

a. Obtain available facts about accident and ensure they are reported to the command post.

b. Proceed to accident site.

c. Ensure actions are being taken to:

(1) Remove and treat medical casualties.

(2) Perform fire fighting and rescue operations.

(3) Evacuate area.

d. Evaluate the situation and determine an appropriate cordon and ECP.

e. Notify security police of the selected cordon and designated location to set up an ECP. Relay ECP grid coordinates to Fire Communication Control Center.

f. Shutdown utilities as required.

g. Sound withdrawal when appropriate.

h. Park withdrawing vehicles inside cordon near ECP.

i. In absence of OSC, assume on-scene command.

j. Brief the OSC on the following significant factors:

(1) Nature of accident.

(2) Number of military and civilian medical casualties.

(3) Property damage.

(4) Need for help.

2. Off-Base Accident in Immediate Area--Immediate Actions:

a. Obtain available facts about the accident and ensure they are reported to the command post.

b. Proceed off base to accident site.

c. Ensure actions are being taken to:

(1) Remove and treat medical casualties.

(2) Perform fire fighting and rescue operations.

(3) Evacuate area.

d. Request help from, or coordinate with civil fire fighters.

e. Brief the OSC on significant factors.

3. Follow-on Fire Units:

a. Report to convoy assembly area.

b. Secure equipment.

c. Attend road convoy briefing, proceed in convoy to accident scene and upon arrival, transmit status and location to the fire chief.

4. Recovery Actions:

a. Have fire fighters and fire vehicles checked for contamination.

b. Take part in development of a recovery plan, if required.

c. Ensure actions are taken to reservice fire fighting vehicles.

d. Provide fire fighting support during recovery actions.

e. Provide water supply for decontamination operations, if necessary.

Checklist No. 7--Environmental Flight Representative

1. On-Base Accident--Immediate Actions:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the BCE.

b. Attend situation brief.

c. Research chemical hazards. Provide input as to location and quantity of hazardous materials involved.

d. Complete required reports.

2. Off-Base Accident--Immediate Actions:

a. Report to convoy assembly area.

b. Check equipment for operation.

c. Attend road convoy briefing, depart in convoy, report to OSC.

d. Attend situation brief.

e. Research chemical hazards. Provide input as to location and quantity of hazardous materials involved.

f. Complete required reports.

3. Recovery Actions:

a. Take part in recovery planning, if required.

b. Provide input to OSC on hazardous materials involved.

c. Take part in Chemical Spill Response Plan recovery activities, if required.

Checklist No. 8--Security Representative

1. On-Base Accident--Immediate Actions:

a. Proceed to the accident scene.

b. Make sure security forces set up cordon.

c. Establish and mark entry control point at location specified by the fire chief.

d. Notify central security control of accident site and entry control point grid coordinates.

e. Upon sounding of withdrawal signal, take cover.

f. Keep the on-scene commander (OSC) advised.

g. Notify all nonessential personnel to evacuate from accident site.

2. Off-Base Accident in Immediate Area--Immediate Actions:

a. Proceed off base to accident scene with initial response security units.

b. Contact civil law enforcement agencies for information and help.

c. Advise civil law enforcement agencies on need for cordon and evacuation.

d. Notify central security control of entry control point location.

e. Establish a NDA when directed by OSC.

f. Keep the OSC advised.

g. Use Personnel Reliability Program certified personnel to guard nuclear weapon and components.

3. Follow-on Security Unit:

a. Report to convoy assembly area.

b. Check security elements for equipment, maps, and clothing.

c. Brief convoy drivers on road procedures.

d. Assign a security vehicle to lead convoy.

e. Contact security upon arriving at scene.

f. Initiate an entry control and identification system to identify personnel in the accident scene.

4. Recovery Actions:

a. Provide materials to mark the cordon and NDA.

b. Relocate entry control point if directed by the OSC.

c. Reduce size of the cordon and NDA when directed by the OSC.

Checklist No. 9--Field Medical Treatment Team

1. On-Base Accident--Immediate Actions:

a. Proceed directly to the accident site at the direction of the senior fire fighter.

b. Receive medical casualties from the fire rescue effort.

c. Perform triage and medical actions.

d. Advise the medical control center of additional help required and expected casualty load.

e. Withdraw upon sounding of withdrawal signal and take cover.

(1) If medical casualties need immediate medical treatment, proceed to medical treatment facility and inform the on-scene commander (OSC) of route taken for contamination control purposes.

(2) If treatment can be delayed, park vehicle just inside cordon near on-scene control point (OSCP).

f. Keep the OSC advised.

g. Perform casualty decontamination.

2. Off-Base Accident in Immediate Area--Immediate Actions:

a. Proceed to accident scene and contact the senior fire fighter.

b. Coordinate with civil medical response teams at the scene on how to treat and decontaminate medical casualties.

c. Receive medical casualties and perform triage.

d. Keep the OSC advised.

3. Follow-on Medical Treatment Units:

a. Go to convoy assembly area.

b. Check medical team for equipment, maps, and material.

c. Attend convoy briefing, proceed in convoy, and contact medical representative on arriving at the scene.

4. Recovery Actions:

a. Provide medical support at accident scene.

b. Take part in developing medical recovery plan, if required.

c. Keep in contact with the bioenvironmental engineer.

d. Provide the casualty reporting officer names of identified fatalities.

Checklist No. 10--Bioenvironmental Engineering

1. On-Base Accident--Immediate Actions:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Attend situation brief.

(1) Research chemical and radiological agent hazards.

(2) Track any agent run-off and coordinate mitigation efforts with the fire chief and civil engineer.

(3) Provide input as to location, quantity, and health hazards associated with any hazardous materials (HAZMAT) involved.

(4) Take part in base Chemical Spill Response Plan activities, as appropriate.

(5) Perform air monitoring, as appropriate.

(6) Coordinate with weather and calculate toxic corridors for chemical spills, as appropriate.

c. For nuclear weapons/components accidents:

(1) Determine need and location for initial monitoring points.

(2) Initiate up and down wind monitoring.

(3) Monitor for gamma radiation exposure.

(4) Keep OSC advised of radiological health hazards and proper protective measures.

d. Coordinate with the Medical Control Center as to requirements for patient contamination control. Provide details as to type of chemical involved and proper decontamination procedures.

e. Advise the OSC of hazards (health and environmental) for the immediate situation, proper protective measures, and action to be taken. Advise on evacuation considerations.

f. On sounding of withdrawal, take cover.

2. Off-Base Accident--Immediate Actions:

a. Report to convoy assembly area.

b. Check equipment for operation.

c. Attend road convoy briefing, depart in convoy, report to OSC.

d. Attend situation brief.

(1) Research chemical and radiological agent hazards.

(2) Track any agent run-off and coordinate with the fire chief and civil engineer.

(3) Provide input as to location, quantity, and health hazards for any hazardous materials (HAZMAT) involved.

(4) Take part in base Chemical Spill Response Plan activities, as appropriate.

(5) Perform air monitoring, as appropriate.

(6) Coordinate with weather and calculate toxic corridors for chemical spills, as appropriate.

e. For nuclear weapons/components accidents:

(1) Determine need and location for initial monitoring points.

(2) Initiate up and down wind monitoring.

(3) Monitor for gamma radiation exposure.

(4) Keep OSC advised of radiological health hazards and proper protective measures.

f. Coordinate with the Medical Control Center as to requirements for patient decontamination teams. Provide details as to type of chemical involved and proper decontamination procedures.

g. Advise the OSC of hazards (health and environmental) for the immediate situation, proper protective measures, and action to be taken. Advise on evacuation considerations.

h. On sounding of withdrawal, take cover.

3. Recovery Actions:

a. Take part in recovery planning, if required.

b. Provide input to OSC on HAZMAT and exposure precautions for workers and the general public.

c. Take part in Chemical Spill Response Plan recovery activities.

d. For nuclear weapons/components accidents:

(1) Continue air monitoring, up and down wind.

(2) Set up personnel control station at entry control point (ECP).

(3) Brief reconnaissance and recovery team members of health related hazards and protective measures.

(4) Establish and operate the personnel radiation monitoring program.

Checklist No. 11--Public Affairs

1. On-Base Accident--Immediate Actions:

a. Send public affairs representative to the:

(1) Pre-designated assembly location. Depart to the accident scene and report to the on-scene commander.

(2) Command Post.

b. On sounding of withdrawal, take cover.

c. Take follow-on actions.

2. Off-Base Accident--Immediate Actions:

a. Send public affairs representative to the:

(1) Convoy assembly area to proceed in convoy to the OSC at the OSCP.

(2) Command Post.

(3) Public affairs office news media center.

b. Take follow-on actions.

3. Follow-on Actions:

a. Public Affairs Representative:

(1) Makes initial news release, if reporters are present, after approval of the OSC. Tenant commanders must coordinate if their resources are involved.

(2) Notifies command post representative of actions taken.

(3) Handles news media requests for photographing accidents

b. Command Post Public Affairs Representative:

(1) Contacts on-scene higher-headquarters public affairs representatives.

(2) Makes initial news release if it was not made at the scene (after approval of the installation commander).

c. Public Affairs Office:

(1) Sets up news center, if necessary.

(2) Escorts news media to accident scene, after approval of the OSC.

(3) Provides research support to representatives on-scene, in command post, and at higher headquarters.

4. Recovery Actions:

a. Inform OSC representative of key public affairs actions, including future requirements or recommendations.

b. Take part in developing a recovery plan, if required.

Checklist No. 12--Maintenance Representative

1. On-Base Accident--Immediate Actions:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Make sure maintenance forces are evacuating aircraft and equipment on a priority basis.

c. Withdraw on sounding of withdrawal signal and take cover.

2. Off-Base Accident--Immediate Actions:

a. Report to convoy assembly area.

b. Provide wreckage removal teams and equipment, if required.

c. Attend convoy procedures briefing and report to the OSC at the OSCP.

3. Recovery Actions:

a. Keep the OSC advised.

b. Take part in developing a recovery plan, if required.

Checklist No. 13--Munitions Representative

1. On-Base Accident--Immediate Actions:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. On the sounding of withdrawal, take cover.

2. Off-Base Accident--Immediate Actions:

a. Report to convoy assembly area.

b. Attend convoy road briefing, proceed in convoy, and report to the OSC at the OSCP.

3. Recovery Actions:

a. Advise on operational wait times, as required.

b. Take part in developing a recovery plan, if required.

Checklist No. 14--Transportation Representative

1. On/Off Base Accident--Immediate Actions:

a. Report to the predesignated assembly area with the DCG kit and communication capability to direct actions of the unit control center

b. Have transportation available for DCG members who do not have government vehicles available for their use. (i.e. Respond to the assembly area with a multi-passenger carrying vehicle or dispatch a carry-all or bus to the assembly area).

c. Consider the following actions:

(1) Dispatch vehicles for the casualty support workcenter (normally a 1.5 ton cargo truck with tarp and a bus). Ensure the workcenter has qualified drivers or provide them.

(2) Dispatch bus for transportation of the recovery team.

(3) Placer wrecker and operator on standby.

(4) Place mobile maintenance on standby. (Recommend having mobile maintenance respond with transportation DCG member if crash site is located off base or in rough terrain.)

(5) Place a minimum of two tractor-trailers (normally one 40" and one lowboy) and operators on stand-by to transport light carts to the disaster site.

(6) Place an all-terrain forklift and operator on stand-by to support the disaster site and foster the download of the light carts.

Checklist No. 15--Chaplain

1. On-Base Accident:

a. On-Scene Chaplain will:

(1) Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

(2) Establish communications with the Chapel Control Center (CCC).

(3) Determine religious affiliation of victims, if possible.

(4) Administer rites, as appropriate.

(5) Assist in comforting afflicted, survivors, and responders.

(6) Keep the OSC informed.

(7) On the sounding of withdrawal, take cover.

b. Medical Facility Chaplain will:

(1) Report to the individual in charge.

(2) Administer rites, as appropriate.

(3) Administer to needs of injured, family, and care providers.

(4) Assist medical facility staff with control and assurance to family members of deceased or injured.

(5) Keep CCC informed.

c. Chapel Management Personnel (CMP) will:

(1) Activate CCC.

(2) Assemble at CCC.

(3) Manage CCC under direction of the senior individual.

(4) Dispatch CMP to medical facility to assist chaplains, as required.

(5) Help medical facility CMP provide assurance to people waiting to see chaplains and prioritize cases.

d. Coordinate with off-base agencies to fulfill additional or special spiritual needs.

2. Off-Base Accident:

a. On-Scene Chaplain will:

(1) Report to convoy assembly area.

(2) Attend convoy road briefing.

(3) Proceed with convoy.

(4) Accomplish actions in paragraph 1a(1) through (7), when possible.

b. Medical Facility Chaplains:

(1) Report to medical facility, if needed.

(2) Accomplish actions in paragraph 1b(1) through (5), when possible.

c. CMP:

(1) Report to CCC.

(2) Accomplish actions in paragraph 1c(1) through (5), as required.

3. Follow-on Actions:

a. Assist and minister to disaster response force (DRF) personnel.

b. Keep the CCC informed.

Checklist No. 16--Judge Advocate

1. On-Base Accident:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Provide advice to the OSC on legal matters.

c. Initiate processing of claims.

d. On sounding of withdrawal, take cover.

2. Off-Base Accident:

a. Report to convoy assembly area.

b. Attend convoy briefing, proceed in convoy, and report to the OSC at the OSCP.

c. Take follow-on actions.

3. Follow-on Actions:

a. Advise the OSC on limits of using Air Force personnel to ensure the Posse Comitatus Act is not violated.

b. Set up claims center in community to process claims.

c. Advise the OSC on purpose and provisions for setting up a NDA.

d. Keep the OSC advised.

Checklist No. 17--Mortuary Representative

1. On-Base Accident:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Brief search and recovery team, if required.

c. Check equipment.

d. On sounding of withdrawal, take cover.

2. Off-Base Accident:

a. Report to the convoy assembly area.

b. Brief search and recovery team, if required.

c. Check equipment.

d. Attend convoy briefing, proceed in convoy, and report to the OSC at the OSCP.

3. Recovery Actions:

a. Perform search, recovery, and identification of remains.

b. Perform mortuary services.

c. Contact county or state coroner for release, and approval to remove, remains of Air Force personnel.

d. Coordinate with medical personnel or Air Force Identification team, if required, for help in identifying remains.

e. Coordinate with the bioenvironmental engineer for handling contaminated remains.

f. Notify casualty reporting officer of names of identified fatalities.

g. Keep the OSC advised.

Checklist No. 18--Communications-Computer Systems Representative

1. On-Base Accident--Immediate Response:

a. Assemble at a pre-designated location. Depart to the accident scene and report to the on-scene commander.

b. Determine if additional communications-computer systems requirements exist.

c. Notify communications-computer systems control center of requirements.

d. Keep the OSC informed.

e. On sounding of withdrawal, take cover.

2. Off-Base Accident--Immediate Actions:

a. On notification, determine if requirements exist for Hammer Ace resources and request Hammer Ace deployment, if applicable.

b. Attend convoy briefing, proceed in convoy, report to the OSC at the OSCP.

c. Check deploying communications-computer systems, tools, and support equipment.

3. Follow-On Actions:

a. Set up communication-computer systems equipment.

b. Notify the OSC of communications-computer systems availability.

c. Evaluate availability of additional communications-computer systems resources.

d. Supervise Hammer Ace Kit distribution and use.

4. Recovery Actions:

a. Integrate all available communications-computer systems resources.

b. Assure continued communications-computer systems capability.

c. Keep the OSC informed.

Checklist No. 19--Weather

1. Provide weather observations and weather forecasts as needed to support disaster response operations.

2. When required for major accidents, provide toxic corridor calculations. If computer capabilities exist, use the Air Force Toxic Chemical Dispersion (AFTOX) model.

3. Document weather conditions for the investigation teams.

Checklist No. 20--Control Tower

1. Activate primary crash net.

2. Plot accident on map. Notify affected personnel of crash site location.

3. Issue necessary taxi instructions to remove aircraft from hazardous areas.

4. Notify local air traffic of emergency and expected duration of runway closure.

5. If toxic chemicals or airborne radiation are involved:

a. Notify local air traffic to keep away from cloud.

b. Notify local municipal tower and Federal Aviation Administration so they can notify aircraft under their control to keep away from toxic cloud areas.

Checklist No. 21--Control Centers General: Obtain information on the accident, contact and brief commanders or section chiefs, assemble and dispatch initial forces as directed, and notify their people to avoid, evacuate, or shelter -in-place affected areas.

1. Base Operations:

a. Activate secondary crash net to relay all known information.

b. Close runways, as necessary.

c. Plot accident on map. Notify affected people of crash site location.

d. If primary crash net has not been activated, notify control tower.

e. Activate secondary crash net to pass on:

(1) New or revised information.

(2) Location of on-scene and entry control points.

(3) Designated safe route, if known.

f. If accident occurs after duty hours, accomplish telephone notification.

g. Relay hazard information to inbound aircraft, as appropriate.

2. Command Post:

a. Plot accident on map. Notify affected personnel of accident location.

b. Notify affected personnel of a designated safe route, if known.

c. Notify alert force, if required.

d. Notify taxi crew, if required.

e. Notify base populace by Giant Voice, television, etc. to avoid the affected area, evacuate, or shelter-in-place.

f. Submit reports.

g. Keep higher headquarters advised of actions in progress.

h. If disaster occurs after duty hours, use telephone to notify individuals.

i. Establish contact with mobile command post.

j. Monitor readiness flight radio frequency.

k. Relay requests or on-scene support to appropriate agency.

3. Maintenance Control Center:

a. Plot accident on map. Notify people to avoid the affected area, evacuate, or shelter-in-place.

b. Dispatch equipment removal teams and flight line controller, via designated safe routes, to the accident scene.

c. Stop maintenance action in accident scene.

d. Maintain contact with the on-scene maintenance representative.

e. If accident occurs after duty hours, use telephone to notify individuals.

4. Fire Communications Control Center:

a. Obtain available facts about accident.

b. Plot accident site on map.

c. Dispatch fire units.

d. Obtain designated cordon, ECP, OSCP, and designated safe route locations from on-scene personnel.

e. Relay designated OSCP location to central security control and base operations.

f. Plot the OSCP on map.

g. Relay information to dispatched units as received.

h. If it's an off-base accident, contact civil fire organizations as directed.

5. Civil Engineer Control Center:

a. Plot accident on map. Notify affected personnel to avoid the affected area, evacuate, or shelter-in-place.

b. Dispatch BCE, EOD, and readiness representatives via designated safe routes, as required.

c. Identify affected utilities and facilities.

d. Obtain and maintain status of BCE emergency response crews, equipment, and vehicles.

e. Place BCE emergency response crews on radio standby.

f. Dispatch and control response crews requested by BCE or on-scene civil engineer.

g. If accident occurs after duty hours, accomplish telephone notification.

6. Nuclear, Biological, Chemical Control Center (may be combined with civil engineer control center):

a. Plot accident on map.

b. Assemble brief, equip, and dispatch disaster preparedness support team (DPST). Notify responding personnel of the designated safe route to the accident site.

c. Perform operational check on equipment.

7. Central Security Control:

a. Plot accident on map. Notify affected people of evacuation requirements, to include direction of evacuation away from hazards and, if practical, the designated assembly area..

b. Dispatch security force via designated safe route.

c. If it's an off-base accident, contact civil law enforcement agencies for information and assistance.

d. If accident occurs after duty hours, use telephone to notify individuals.

e. Increase security vigilance of nuclear storage and alert areas.

8. Medical Control Center:

a. Plot accident on map. Notify affected people to avoid the affected area, evacuate, or shelter-in-place.

b. Dispatch field medical disaster and bioenvironmental engineering teams via designated safe route.

c. If accident occurs after duty hours, use telephone to notify individuals.

d. Contact other medical facilities and the AMC Air Medical Evacuation Control Center, Scott AFB, Illinois, as required.

9. News Media Center:

a. Plot accident on map.

b. Make sure public affairs representatives are at the command post, the disaster scene, and the evacuation center, if established.

c. Provide working space and equipment for news media representatives.

10. Transportation Control Center:

a. Respond to the direction of the transportation DCG member.

b. Plot accident on crash grid map and maintain and events log.

c. Perform recall of vehicle operators, if necessary.

d. Notify affected personnel to avoid the affected area, evacuate, or shelter-in-place.

e. Provide equipment and personnel to support the major accident response. Anticipate additional requests for transportation, i.e. safety investigation team, board president, heavy equipment, etc. Dispatch required vehicles to the using agencies. Notify responding personnel to use the designated safe route to the accident site.

f. Arrange light cart support.

g. If accident occurs after duty hours, use telephone to notify individuals.

h. Be prepared to transition to 24-hour operations.

i. Have vehicles and transportation management office on stand-by to provide boxes and skids for eventual debris clean-up.

11. Mortuary Control Center:

a. Plot mishap site and information on a map.

b. Dispatch mortuary officer to the scene.

c. Recall base search and recovery team and dispatch teams and equipment via the designated safe route, as requested.

d. Report status and conditions of deceased to the base command post.

e. Request help of Air Force identification team, if required.

12. Chapel Control Center:

a. Record disaster information as received.

b. Plot accident location on map.

c. Dispatch chaplain to location of greatest need.

d. Control chaplain function support of disaster operations.

Checklist No. 22--Search Procedures

1. Planning:

a. Determine objective of search.

b. Determine search area.

c. Plot search area on map.

d. Determine requirements for search parties and obtain personnel.

e. Determine search pattern.

f. Obtain supplies and equipment:

(1) Food and water.

(2) Communications.

(3) Maps and Photographs.

(4) Vehicles with extra fuel, oil, and water.

(5) Administrative supplies.

(6) Lanterns or flashlights, with spare batteries.

2. Organizing:

a. Assign personnel:

(1) As assistants for air and ground operations.

(2) As administrative personnel.

(3) To search teams.

b. Brief teams on:

(1) Object of search and description.

(2) Search areas and team assignments.

(3) Clues which may help in locating search object.

(4) Safety precautions.

(5) What to do if object is found.

(6) Marking search area and items picked up.

(7) Communication procedures.

(8) How to obtain medical aid, food, and water.

(9) Security procedures.

c. Procedures if individual gets lost.

d. Movement of medical casualties.

e. Individual spacing.

f. Local laws.

g. Check personnel for physical disabilities that would prevent them from participating.

h. Obtain help from guide, if necessary.

i. Ensure that teams have:

(1) Communications-computer equipment.

(2) Maps or photos of search area.

(3) Area markers.

(4) Compass.

(5) First aid kit and canteen.

(6) Proper clothing and footwear.

3. Search Operations:

a. Maintain contact with search teams.

b. Keep party together.

c. Keep accurate records of areas searched, objects found, etc.

d. Keep search commander advised of actions, location, and progress.

e. Prepare daily activity summaries.

f. Keep the OSC advised.

Checklist No. 23--Camp Site Selection

1. Factors To Consider:

a. Security.

b. Access to supply routes.

c. Sanitation.

d. Ease of administration.

e. Sandy loam or gravel soil (favorable for drainage or waste disposal).

f. Firm grass-covered areas.

g. Elevated areas to ensure dry camp site and improved communications connectivity.

h. Sufficient space to avoid crowding and permit distance between kitchens and latrines.

i. Firm ground for vehicles.

j. Protection from sun in summer and from wind during cold weather.

2. Features to Avoid:

a. Dry beds of rivers, ravines, or depressed areas.

b. Clay or loose, dusty soil.

c. Marshy ground.

d. Steep slopes.

Checklist No. 24--Contamination Control Station (CCS) (Initial)

1. Planning. A CCS requires at least a team chief and two attendants. Minimum required equipment:

a. One alpha RADIAC instrument.

b. One low-level beta-gamma RADIAC instrument.

c. Dosimetry devices and individual protective equipment for each attendant.

d. Three rolls of masking tape.

e. One NBC marking kit or substitute.

f. Two containers for contaminated items.

g. Twenty plastic bags.

h. Two brushes.

2. Preparation:

a. Select CCS location. Criteria:

(1) Minimum safe distance from existing hazards.

(2) Upwind of accident site.

(3) Inside cordon.

(4) Level hard surface free of weeds, rocks, brush, etc.

(5) Free of contamination.

b. Determine and record background radiation levels.

c. Set up the CCS.

d. Mark the CCS.

e. Don protective equipment.

3. Personnel Processing:

a. Have person place nonprotective equipment and materiel in container.

b. Have person stand in a spread eagle stance on "hot" side of the contamination control line (CCL) between the monitors. Monitor each person from head to foot for alpha, beta, and gamma radiation.

c. If uncontaminated, have the individual proceed to the medical station for bioassay sample collection.

d. If contaminated:

(1) Have the person step back from the monitoring point and brush off outer clothing to reduce the contamination.

(2) Have the person reapproach the monitoring point and carefully remove outer clothing and place it in the container.

(3) Remonitor the person and decontaminate as required by brushing or wiping.

(4) When contamination is removed or reduced as much as possible, have the individual report to the medical station for bioassay collection.

(5) Report contaminated persons to the SRF for additional processing.

(6) Monitor and decontaminate (if necessary) the CCS each time a contaminated person is processed.

During CCS operations, the bioenvironmental engineer or on-site health physicist can alter these procedures and will determine what is contaminated or uncontaminated.

DOD Manual 5100.52 (NARP) contains a sample layout of a CCS.

Checklist No. 25--Nuclear Reactor Accident or Incident

Emergency Response Planning

1. Responsible Commander:

a. Acts as the Emergency Control Center Director.

b. Ensures the Emergency Plan and implementing instructions are developed.

c. Provides the readiness flight with help in training disaster response force (DRF) members on applicable parts of the Emergency Plan.

d. Writes an Appendix to the Major Accident Annex of the base disaster preparedness operations plan.

e. Reviews and approves all implementing procedures written by agencies in support of the Emergency Plan.

f. Provides notification in the event of an accident or incident.

g. Coordinates the Emergency Plan with appropriate city, state, and federal agencies.

2. CE Readiness Flight:

a. Includes Emergency Plan tasking for installation agencies as part of the DRF training program.

b. Assists the responsible commander in reviewing and coordinating host installation implementing instructions to the Emergency Plan.

c. Assists the responsible commander in coordinating the Emergency Plan with appropriate civil agencies.

3. Staff Agencies:

a. Provide support to the responsible commander. This support will depend on the reactor system and the capabilities of the reactor management to respond with their available resources.

b. Prepare implementing instructions according to the reactor Emergency Plan and base disaster preparedness operations plan guidance.

c. Coordinate implementing instructions with readiness flight and the responsible commander annually and on any significant modifications.

d. Ensure personnel attend training sessions as there will be unique response and recovery procedures dictated by the particular hazards involved.

Checklist No. 26--Safe Haven

NOTE: This checklist will be classified CONFIDENTIAL or SECRET based on entries for paragraph 1b through g below.

1. Process requests for Safe Haven through the Joint Nuclear Accident Coordinating Center (JNACC). Collect the following information and provide it to the installation:

a. Obtain the following information from the Department of Energy commercial 505-845-6952/5291 or STU III 6112) or the military installation:

(1) Name and grade of person calling.

(2) DOD installation requested.

(3) Trip number.

(4) Reason for request:

(a) Weather.

(b) Road conditions.

(c) Fuel.

(d) Duress.

(e) Driver fatigue.

(f) Mechanical problems.

(g) Other.

b. Present location.

c. Estimated time of arrival (ETA) at DOD installation.

d. Name, social security number (SSN), and badge number of convoy commander.

e. Classification of shipment.

f. Size of convoy and vehicle types (include license plate numbers).

g. Number of escorts and escort vehicles (include license plate numbers).

h. Logistics requirements:

(1) Messing and billeting (number of personnel).

(2) Petroleum, oil, and lubricants (POL) requirements.

(3) Type of maintenance.

(4) Type parking and storage area.

(5) Custody release and overnight.

(6) Transportation.

(7) Fire fighting

i. Anticipated length of stay.

j. Notifications.

(1) If the initial call came from a DOD installation, notify DOE SECOM.

(2) Notify the installation command post The command post telephone number is usually the last number listed for the installation in the Nuclear Accident Response Capability Listing (NARCL).

2. NOTE: If custody release for overnight to DOD is requested, pass to the installation the names of the authorized munitions accountable supply officers (from Safe Haven Certification/Custody Listing Book). Do not call munitions accountable supply officers.

3. When arrangements have been made with DOD installation, notify DOE SECOM.

4. After duty hours, notify the staff duty officer (SDO).

a. Log request, actions, and termination.

b. Monitor situation until termination; i.e., convoy is back on the road.

c. Notify JNACC of termination. After duty hours, notify SDO.

5. Inform commercial carriers transporting conventional Class A and B explosives that they may call JNACC requesting a Safe Haven. Advise the caller that the DOE and the Defense Nuclear Agency are not involved in this type of Safe Haven. This type of request involves the civilian commercial trucker and the installation transportation officer. Direct the caller to contact the Military Traffic Management Command for help.

6. Military Traffic Management Command:

a. East of the Mississippi River:

(1) Except New Jersey 1-800-524-0331

(2) New Jersey 1-800-624-1361

b. West of the Mississippi River: 1-800-331-1822

Attachment 3

RESPONSE GUIDANCE FOR ADVANCED AEROSPACE MATERIALS/COMPOSITES

A3.1. Purpose. Provide critical mishap response procedures for aircraft mishaps involving advanced aerospace materials, especially composites, in order to minimize the associated environmental, safety, and health hazards. ***Note: These guidelines are general in nature, and are not weapons systems specific.***

A3.2. Scope. General, rapid-response procedures and precautions recommended for personnel involved in all phases of a fire, explosion, or high energy impact of an aircraft containing composites. This includes fire fighting, investigation, recovery, cleanup, and material disposal.

A3.3. Objective. Risk control employing realistic, although conservative, measures to maximize response effectiveness and mission accomplishment, while minimizing the hazard exposures.

A3.4. Introduction. The variability in weather, terrain, location, damage extent, types of aircraft, and risks associated with mishaps make universal risk control procedures impractical. However, the potentially harmful vapors, gases, composite participates, and airborne fibers generated from a composite aircraft mishap, as well the secondary exposures due to handling, cleanup, and disposal, necessitate that several standard safety precautions be observed.

MISHAP RESPONSE CHECKLIST

1. The Initial Response Element shall conduct an initial survey for:

a. Signs of fire damaged composites

b. Presence of loose/airborne fibers and particulate

c. Prevailing weather conditions/wind direction

d. Degree of site exposed to fire/impact/explosions

e. Local/proximal equipment/asset damage and hazards

f. Exposed personnel

2. Establish control at site.

3. Evacuate areas in the immediate vicinity of the mishap site affected by direct and dense fallout from the fire/explosion generated smoke plume, along with easily mobile and critical equipment. Alter/move aircraft and flight operations exposed to the immediate fallout area. Restrict all unprotected personnel from assembling downwind of the site.

4. Extinguish fire and cool composites to below 300°F (149°C). ONLY fire fighters equipped with SCBA are authorized in the immediate vicinity of a burning/smoldering mishap site until the fire chief declares the area fire safe. If possible, take precautions to avoid high-pressure water breakup and dispersal of composite materials.

5. Ground or flight operations are not permitted within 500 feet above ground level (AGL) of the site and 1000 feet horizontally.

6. Cordon off the mishap site and establish a single entry/exit point. Only sufficiently protected individuals are authorized in the immediate mishap site and peripheral area (contamination reduction zone). The peripheral area is designated in a coordinated effort by the fire chief and bio-environmental engineer and/or the on-scene commander. As a guide, the peripheral area should be defined as more than 25 feet away from damaged composite parts, although it may vary depending upon environmental conditions (rain, dry, high winds, remote site, etc.).

7. If personnel other than those at the accident site have been directly and significantly exposed to material and smoke hazards, the medical staff will be consulted for evaluation and tracking. AF officials advise the unthreatened populace that works/resides in areas controlled by the US. government. In cases where the accident occurs off US. government controlled property, or the public at large may be affected, notify appropriate public officials of the problem. In all cases, the following steps should be taken to reduce the possibility of exposure:

a. Remain indoors

b. Shut external doors and windows

c. Turn off forced-air intakes

d. Await further notification

8. Access to the crash site to conduct a more thorough survey will be coordinated with the senior fire official.

a. Identify specific aircraft hazards by inspection and consulting with crew chiefs or weapons system manager, reference documents, contractor, or aircraft specialists. Indicate composites and other hazardous materials to response personnel.

b. Advise the on-scene commander of all findings and recommendations.

c. Minimize airborne particulates/fibers by avoiding excessive dust disturbance created by walking, working, or moving materials at the crash site. Take all necessary steps to minimize airborne particulate fibers and dust.

9. Entry/exit from the entry control point (ECP) will be monitored. The following guidelines apply:

a. When exiting the crash site, personnel should use high-efficiency particulate air (HEPA) filtered vacuums, if available, to remove advanced composite contaminates from their outer clothing, work gloves, boots, headgear, and equipment. If unavailable, efforts must be made to wipe or brush off as much contamination as possible.

b. Clean sites (i.e., tent or trailer) for donning/removal of personal protective equipment (PPE) should be set up as practical.

c. No eating, drinking, or smoking is permitted within the contamination reduction or exclusion zone of the crash site or as otherwise determined by the on-scene commander. Personnel must be advised to wash their hands, forearms, and face prior to eating, drinking, or smoking.

d. Wrap and seal contaminated protective clothing and dispose of properly (see clean-up and disposal concerns section). The bio-environmental engineer should determine if other special handling procedures are required.

e. Personnel should shower (in cool water) prior to going off-duty to preclude injury from loose fibers. Portable showers may need to be provided for this.

f. When practical, remove contaminated outer garments of both victims and response personnel at the scene to protect the medical staff. Advise the local medical staff of any ill-effects believed to be related to exposure to the advanced composite materials. Symptoms of ill-effects include, but are not limited to:

(1) Respiratory tract irritation, reduced respiratory capacity, difficulty breathing.

(2) Eye irritation

(3) Skin irritation, sensitization, rashes, infections, cuts, slivers.

g. Material safety data sheet (MSDS) information should be made available to qualified personnel. Security restrictions may require additional control measures during emergencies.

Containment

10. Secure burned/mobile composite fragments and loose ash/particulate residue with:

a. Plastic

b. Fire fighting agent

c. Fixant material

d. Tent

Carefully wrap the coated parts and/or material with plastic sheet/film or place in a plastic bag that is minimum of 0.006 inches (6 mils) thick. Generic garbage bags are generally inadequate unless several are used as plies.

NOTE: Fire fighting equipment should be available during fixant/stripper application, aircraft break-up and recovery.

CAUTION: Fire must be completely out and the composites cooled to below 300°F (149°C).

11. Consult specific aircraft authority and the investigators before applying fixant. Safety concerns may override any delayed application. Two types of fixants are used, one for burned composites and debris and the other for land surfaces. Fixant is usually not needed for open terrain and improved surfaces (concrete or asphalt) unless high concentrations exist.

a. Obtain a fixant or "hold-down" solution, such as Polyacrylic Acid (PAA) or acrylic floor wax and water. Light oil is not recommended because it may become an aerosol and collect on equipment, hamper material investigations, and present a health hazard. Generic acrylic floor wax available at a wide variety of stores should be mixed in a 10:1 water to wax ratio; although this ratio may vary depending on the manufacturer.

b. Apply (preferably spray) a heavy coating of the fixant solution to all burned composite materials and to areas containing scattered/settled composite debris. Completely coat the material until wet to ensure the particulate fiber/dust is immobilized. Allow the coating to dry.

NOTE: Strip-ability of fixant coating is required where coatings are applied to debris that must later undergo microscopic analysis by incident investigators. Care must be exercised in the use of the stripping solutions since they can react with some materials and the process of stripping may damage the parts. PAA may be removed by a dilute solution of household ammonia (about one percent by volume of ammonium hydroxide in water) or trisodium phosphate (approximately one 8-ounce cup trisodium phosphate per two gallons of water).

12. If deemed necessary, agricultural soil tackifiers may be used to hold materials on sand or soil. Most solutions, including Polychem^{TM}, J-Tack^{TM}, or Tera Tack^{TM} can be sprayed onto the ground at a rate of 0.5 gallons per square yard.

13. Improved hard surfaces (i.e., concrete or asphalt) should be vacuumed with an electrically protected vacuum. The effluent should be collected via plastic/burlap-coated trenches or drainage ditches. Operations involving sweeping should be avoided as it disseminates the particulate debris.

14. Immediately flush/clean fixate-application equipment with a dilute solvent to avoid clogging.

15. Pad all sharp projections from damaged composite parts to prevent accidental injuries.

16. Dike the entire impact or accident site to prevent run-off of aqueous film-forming foam (AFFF) fire fighting agents

17. Fire fighting vehicles and equipment must be decontaminated at the accident site by washing with water or through the use of HEPA vacuums.

Clean-up and disposal concerns

18. Conduct material disposal according to local, state, federal, and international guidelines. The nearest Department of Defense, Government, or private environmental management office should be contacted for relevant disposal procedures for advanced composite parts/material that doesn't require accident investigation evaluation, repair, or are not needed. Ensure the Safety Investigation Board (SIB) and Accident Investigation Board (AIB) releases the part before disposal is authorized.

19. Place hazardous waste material in containers and appropriately dispose as hazardous waste. If possible, a HEPA vacuum should be used to clean-up the local area. All crash debris, vacuum bags, coveralls, gloves, and all other contaminated materials should be properly disposed of and labeled appropriately with the following: "Composite Waste. Do Not Incinerate. Do Not Sell for Scrap. Composite Waste." NOTE: Demilitarization may be required prior to material disposal if done through private contract. Coordination with the specific weapons system manager is required.

20. For open terrain mishap areas, the appropriate soil and surface restoration will be completed.

21. If aircraft were subjected to the smoke and debris of the immediately affected area, the following should be undertaken:

a. Vacuum the air intakes with an electrically protected vacuum cleaner.

b. For internally ingested smoke, visually and electronically (i.e., "Sniffer"), inspect all compartments for debris and vacuum thoroughly.

c. Prior to flying, perform electrical checks and engine run-up.

22. For significantly affected structures and equipment:

a. Thoroughly clean all antenna insulators, exposed transfer bushings, circuit breakers, etc. Inspect air intakes and outlets for signs of smoke or debris and decontaminate, if necessary.

b. Consult more detailed electrical reference material and specific decontamination instructions for more information.

23. Continue to monitor affected personnel, equipment, and mishap site.

Overall Composite Mishap Rapid-Response Checklist

1. Conduct an initial survey.

2. Establish site control.

3. Evacuate from smoke plume/alter flight operations/restrict downwind assembly.

4. Extinguish fire and cool to 300°F or 149°C. Only fire fighters with SCBA in the area until fire safe.

5. No flying or taxiing ground operations - 500' AGL and 1000' horizontally.

6. Cordon off mishap site with single entry/exit point.

7. Advise populace on actions.

8. Enter mishap site, identify hazards, avoid disturbance.

9. Follow entry and exit guidelines.

10. Temporarily secure small particulates/fibers/ash with water mist.

Containment:

11. Properly secure composite materials.

12. Use soil tackifiers, if necessary.

13. Clean improved surfaces; collect effluent. Avoid sweeping.

14. Flush or clean fixant application equipment.

15. Pad sharp projections.

16. Decontaminate vehicles/equipment.

Clean-up and Disposal:

17. Dispose materials within local, state, federal, and international guidelines and regulations.

18. Properly dispose of hazardous waste/demilitarize materials, if necessary.

19. Properly clean open terrain mishap areas.

20. Properly clean aircraft.

21. Properly clean affected structures and equipment.

22. Monitor affected personnel, equipment, and mishap site.

Equipment Required Checklist

1. Disaster Response Force (DRF) gear

2. Radiation Monitors. Consult with Bio-environmental engineers to determine requirements based upon the hazard involved.

3. Personal Protective Equipment (PPE) Guidelines

a. Burning or Smoldering Composite

(1) Self Contained Breathing Apparatus (SCBA)

(2) Full protective clothing (NFPA Standards 1971 and 1976)

(3) Do not use rubber gloves

b. Broken or Splintered Composites

(1) Full-face respirator with dual cartridge (high-efficiency particulate air (HEPA) and organic dust/mist) filters

(2) Coated, hooded Tyvek suit with booties

(3) Leather work gloves (outer)

(4) Nitrile rubber gloves (inner)

(5) Hard-soled work boots (steel toe and shank recommended)

c. Peripheral area composite exposure

(1) Battle Dress Uniforms (BDUs) or long-sleeve work uniform

(2) HEPA filter respirator

(3) Safety glasses with side shields

(4) Leather work gloves (outer)

(5) Nitrile gloves (inner)

(6) Hard-soled work boots (steel toe and shank recommended)

4. Fixant/Cleanup Materials as recommended in the containment section of this document.

Attachment 4

GUIDE FOR DEVELOPING NATURAL DISASTER RESPONSE CHECKLISTS

NOTE:
Use the following guide to develop natural disaster response checklists. Depending on the situation, some items may prove unnecessary and others may need to be added.

On-Scene Commander Checklist

1. Notification Phase:

a. Establish command and control.

b. Notify and update base agencies and populace.

c. Protect facilities, materiel, and people.

d. Coordinate with local civil authorities.

e. Activate shelters and shelter personnel, if needed.

2. Initial Emergency Phase:

a. Maintain command and control.

b. Clear access routes.

c. Implement:

(1) Fire fighting.

(2) Search and rescue.

(3) Casualty care.

(4) Preventive medicine.

(5) Damage, casualty, and mission impact and assessment.

(6) Remains recovery, identification, and disposition.

d. Establish displaced persons registry.

e. Cordon hazardous areas.

f. Restore critical assets.

3. Sustained Emergency Phase:

a. Restore primary mission capability; request help, if necessary.

b. Reassess the situation; keep the base informed.

c. Submit operation reports.

d. Assess food and water stocks.

e. Implement:

(1) Rumor control.

(2) Sanitation control.

(3) More definitive medical treatment.

(4) Detailed damage assessment.

(5) Financial assistance services.

4. Recovery Phase:

a. Restore mission capability.

b. Develop detailed recovery plan.

Unit Control Center Checklist

1. Notification Phase:

a. Activate control center.

b. Notify unit personnel and disaster response force elements.

c. Protect unit facilities and materiel. Secure loose items.

2. Initial Emergency Phase:

a. Assess and report hazards, damage, and casualties.

b. Direct unit-level casualty treatment and transport.

c. Direct evacuation of unit resources.

3. Sustained Emergency Phase:

a. Keep unit personnel informed.

b. Assess and report unit mission capability.

c. Refine unit damage assessment.